

SERIAL 03186 -SS

DISPLAY SHELVING-LIBRARY DISTRICT (NIGP42048)

CONTRACT PERIOD THROUGH DECEMBER 31, 2004

TO: All Departments

FROM: Department of Materials Management

SUBJECT: Contract for **DISPLAY SHELVING-LIBRARY DISTRICT (NIGP42048)**

Attached to this letter is published an effective purchasing contract for products and/or services to be supplied to Maricopa County activities as awarded by Maricopa County Board of Supervisors on October 08, 2003 with effective date on **December 17, 2003**.

All purchases of products and/or services listed on the attached pages of this letter are to be obtained from the vendor holding the contract. Individuals are responsible to the vendor for purchases made outside of contracts. The contract period is indicated above.

Wes Baysinger, Director
Materials Management

WT/mm
Attach

Copy to: Clerk of the Board
Rick Creakman, Library District
Sharon Tohtsoni, Materials Management



DISPLAY SHELVING-LIBRARY DISTRICT (NIGP42048)

1.0 INTENT:

The intent of this procurement is to establish a contract and pricing agreement for delivery and installation of library steel shelving of the welded frame bracket type. Accessories shall be as indicated on the plans and/or Schedule of Equipment.

2.0 TECHNICAL SPECIFICATIONS:

2.1 MANUFACTURER:

LIFT Verkaufsgeraete GesmbH
25 Franzensgasse 25
A-1050 Vienna Austria

2.2 DESIGN:

Welded Frame with interchangeable various types of shelves, body consists either of laminate or steel.

2.3 CAPACITY REQUIREMENTS:

Each fixture (frame) shall have a minimum clearance between end brackets of 39".

2.4 TYPE OF DISPLAY:

CD/DVD/VHS/Book are to be of unit construction such that all shelves of a fixture section may be removed as modular unit from any range without in any way disturbing the adjacent units. Relocation and reuse of removed section(s) to be accomplished without acquisition of additional parts. Upright welded frames shall be slotted on both sides an allow shelves to snap in. Shelving to be available with fixed 90°/104° base shelf or adjustable base shelf with 90°/104 mechanism.

2.5 BASIC COMPONENTS:

- 2.5.1 Body module consists of uprights and steel inserts. Uprights of steel frame shall be formed of no less than #13 gauge steel. Uprights are to be perforated full height with a series of 1/5" x 22/32" slots spaced 2/4" on vertical centers. Slots shall be starting 10" from the bottom and run up to 2" from the top. Steel inserts shall be formed of no less than #16 gauge steel, nest on top of each other, welded on both sides to the uprights. Steel inserts plus the upright build the frame module and the back panel of the unit.
- 2.5.2 Top spreader of welded frame will consist of not less than #13 gauge steel. This spreader is to be electrically welded to uprights and steel inserts in appropriate locations to assure maximum non-sway characteristics.
- 2.5.3 Bottom spreader of welded frame will consist of not less than #13 gauge steel. Bottom spreader to be electrically welded to uprights. Welded frames shall be of heights and widths as specified, and optionally equipped with casters.
- 2.5.4 Base shelves shall be formed of not less than #16 gauge steel designed to fit to perforated uprights and snap into the base brackets without the need for fasteners. Height of zigzag

shelf shall be 4 5/8", browsing shelf 2 3/4". Shelves shall be designed to carry book/cd loads of 50 pounds per square foot without deflection in excess of 3/16".

2.6 ACCESSORIES:

- 2.6.1 Hinged display shelves shall consist of sloping display shelves hinged to adjustable shelf and base shelf brackets.
- 2.6.2 Sloped display units to be constructed in heights and depths as specified in schedule of equipment. Adjustable shelves to be installed on vertical portion of the shelving upright. Units shall be provided with solid metal back panels for the shelves to eliminate possible loss of books inside the unit.
- 2.6.3 Zigzag Shelf shall be of no less than #16 gauge steel with open front, browsing shelves shall be of no less than #16 gauge steel with front edge of 2 3/4" high capable of receiving snap-on label holders. Browsing shelves shall have five divider plates with each shelf.

2.7 MATERIALS:

- 2.7.1 Materials and Workmanship: Only the finest materials and quality of workmanship will be acceptable. Sheet metal is to be furniture stock, cold rolled, reannealed and full pickled or equivalent. Gauge thicknesses are U.S. standard with the following minimum requirements:
 - 2.7.1.1 Upright columns of weld frame - #13 gauge.
 - 2.7.1.2 Top spreader tubular steel - #13 gauge.
 - 2.7.1.3 Bottom channel spreader - #13 gauge.
 - 2.7.1.4 Shelves (including base shelf) - #16 gauge.
 - 2.7.1.5 Shelf End Brackets - #16 gauge.
 - 2.7.1.6 Base Shelf Brackets - #13 gauge.

2.8 FINISH:

Component parts shall be prepared for painting by a multi-stage cleaning and phosphatizing process. Material is then to be finished with a powder paint baking enamel of either LIFT standard RAL color or custom RAL color, applied by electrostatic method, capable of withstanding severe hammer and bending tests without flaking. Liquid applied baked enamel is not acceptable.

2.9 FABRICATION:

Fabricate work in shop to greatest extent possible before application of finishes. Remove sharp and rough edges and corners from cut metal and grind welds smooth. Design components, joints and connections to withstand most severe possible loading condition, with normal safety factor.

2.10 FINISH COLOR:

To be selected from manufacturers standards.

2.11 INSTALLATION:

- 2.11.1 Install units at locations shown on plan or as directed by owner in continuous ranges consisting of number of units shown, complying with manufacture's instructions. Set units plumb and level and seismically secure. Install shelves at spacing indicated or, if not intended, at equal spacing in each unit. Install accessory items in locations indicated and as instructed by Owner.
- 2.11.2 Contractor shall be responsible for delivery, receiving, unpacking, assembling, disposing of waste material, cleaning of all exposed surfaces, touching up of marred finishes, repairing damaged work, or replacement of components as necessary to eliminate evidence of damage or deterioration. Installer shall instruct the library staff in the use and rearrangement of the various parts of the shelving system.

2.12 PRICING:

All pricing shall be as specified on ATTACHMENT A-PRICING.

2.13 TAX:

No tax shall be levied against labor. Bid pricing to include all labor, overhead tools and equipment used, profit, and any taxes that may be levied.

2.14 DELIVERY:

Prices shall be made F.O.B. destination freight pre-paid to the Using Agency within Maricopa County. The Contractor shall retain title and control of all goods until they are delivered and the contract coverage has been completed. The Contractor shall file all claims for visible or concealed damage. The County will notify the Contractor of any damaged goods and shall assist the Contractor in arranging for inspection.

2.15 EXPIDITED DELIVERY:

If the Using Agency determines that rush shipping or other alternate shipping is required, it shall notify the Contractor. The Contractor shall determine any additional costs associated with such delivery terms and communicate that cost to the Using Agency via fax or other reasonable means.

The Using Agency shall not advise the Contractor to proceed with shipment until acceptable terms are negotiated and a purchase order is issued. Upon determining that the additional costs are reasonable and proper, the Using Agency shall advise the Contractor to proceed.

Upon receipt of material and invoicing, the Using Agency shall ensure that any additional charges are in compliance with and do not exceed those costs stated in the Contract. The Using Agency shall retain all documents related to these costs within the agency purchase order file, for audit purposes.

2.16 WARRANTY:

The warranty period shall be as stated by the Manufacturer for both parts and labor. Warranty repair and/or replacement will be performed at no additional charge to Maricopa County. All warranty periods shall begin upon acceptance by the Using Agency.

2.17 FACTORY AUTHORIZED SERVICE AVAILABILITY:

The Contractor shall have and maintain trained authorized service technicians within the Phoenix metropolitan area. The Contractor shall be capable of supplying and installing component parts, and troubleshooting, repairing and maintaining the Materials. Minimum service hours shall be from 8:00 A.M. to 5:00 P.M., Monday through Friday.

3.0 **SPECIAL TERMS & CONDITIONS:**

3.1 CONTRACT LENGTH:

This Invitation for Bids is for awarding a contract to cover a one (1) year period.

3.2 OPTION TO EXTEND:

The County may, at their sole discretion, extend the period of this Contract up to a maximum of four (4), one (1) year options. The Contractor shall be notified in writing by the Materials

Management Department of the County's intention to extend the contract period at least thirty (30) calendar days prior to the expiration of the original contract period.

3.3 UNCONDITIONAL TERMINATION FOR CONVENIENCE:

Maricopa County may terminate the resultant Contract for convenience by providing sixty (60) calendar days advance notice to the Contractor.

3.4 ORDERING AUTHORITY

Contractors should understand that any request for purchase of materials or services shall be accompanied by a valid purchase order, issued by Materials Management, or by a CAPA (Certified Agency Procurement Aid). **CAPA purchases are limited to values of less than \$2,500.00. No other request is valid.**

ATTACHMENT A

PRICING

SERIAL 03186-C

PRICING SHEET C715001/B0700072/NIGP42048

BIDDER NAME:

Arizona School Furnishings

F.I.D./VENDOR #:

BIDDER ADDRESS:

801 N. 44th Avenue Phx, AZ 85043

P.O. ADDRESS:

Same

BIDDER PHONE #:

602-484-7331

BIDDER FAX #:

602-484-7825

COMPANY WEB SITE:

Azschoolfurnishings.com

COMPANY CONTACT (REP):

Sheri Dickey

E-MAIL ADDRESS (REP):

sdickey@azschoolfurnishings.com

WILLING TO ACCEPT FUTURE SOLICITATIONS VIA EMAIL: X YES NO

WILL YOUR FIRM ACCEPT A PROCUREMENT CARD FOR INVOICE PAYMENT? X YES NO

IF YES, MAY THE COUNTY TAKE ADVANTAGE OF DISCOUNTS OFFERED BY YOUR FIRM IN THIS BID/RFP WHEN PAYING WITH A PROCUREMENT CARD? X YES NO

INTERNET ORDERING CAPABILITY: YES X NO % DISCOUNT

OTHER GOV'T. AGENCIES MAY USE THIS CONTRACT: X YES NO

PAYMENT TERMS: BIDDER IS REQUIRED TO PICK ONE OF THE FOLLOWING.

TERMS WILL BE CONSIDERED IN DETERMINING LOW BID.

FAILURE TO CHOOSE A TERM WILL RESULT IN A DEFAULT TO NET 30.

BIDDER MUST INITIAL THE SELECTION BELOW.

NET 10

NET 90

NET 15

2% 10, NET 30

NET 20

1% 10, NET 30

NET 30

X

2% 30, NET 31

NET 45

1% 30, NET 31

NET 60

5% 30, NET 31

INDICATE ANY M/WBE PARTICIPATION PERCENTAGE HERE: 50 %

NOTE: DO NOT INCLUDE SALES/USE TAX IN YOUR BID PRICE. The percentage of sales/use tax applicable to this contract will be listed on the purchase order and allowed at time of payment.

BIDDERS CERTIFY BY SIGNING THIS AGREEMENT THAT DELIVERY IS F.O.B. DESTINATION IN ACCORDANCE WITH THE TERMS AND CONDITIONS SET FORTH HEREIN.

PRICING:

CURRENT CATALOG PRICES MINUS:

INSTALLATION AND SERVICE:

FREIGHT WITHIN MARICOPA COUNTY:

FREIGHT OUTSIDE MARICOPA COUNTY:

PRICES GUARANTEED FOR 1 YEAR WITH ANNUAL INCREASES NOT TO EXCEED:

28 % DISCOUNT

INCLUDED IN PRICE

INCLUDED IN PRICE

INVOICED AT COST

3%

ARIZONA SCHOOL FURNISHINGS, 801 N 44TH AVENUE, PHOENIX, AZ 85043

Terms:	NET 30
Federal Tax ID Number:	86-0824210
Vendor Number:	860824210 A
Telephone Number:	602/484-7331
Fax Number:	602/484-7825
Contact Person:	Sheri Dickey
E-mail Address:	sdickey@azschoolfurnishings.com
Company Web Site:	www.azschoolfurnishings.com
Certificates of Insurance	Required
Contract Period:	To cover the period ending December 31, 2004.